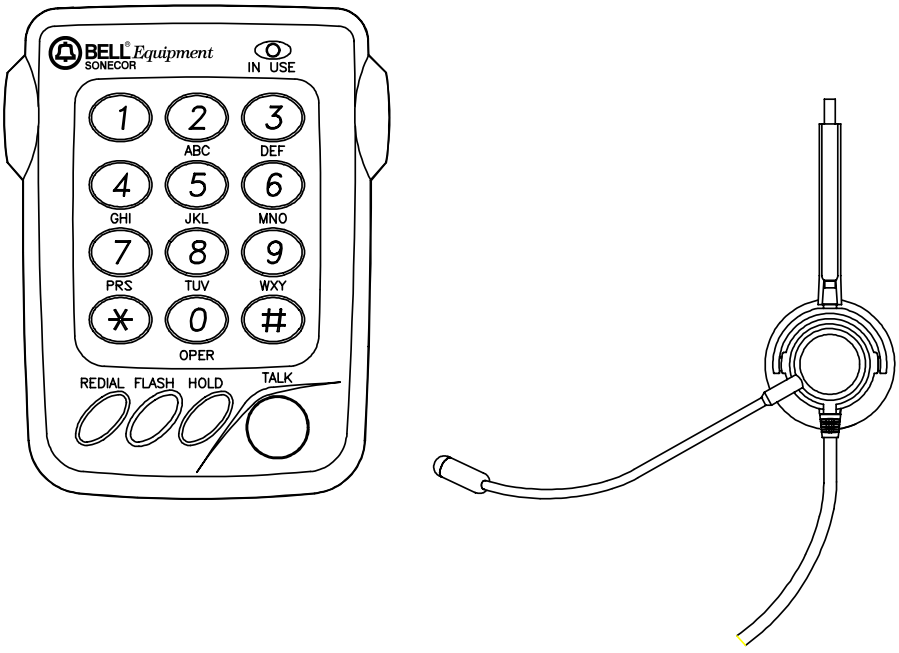
MODEL BE-100HT

HEADSET TELEPHONE

OWNER'S MANUAL



PLEASE READ THIS INSTRUCTION MANUAL CAREFULLY.

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INTRODUCTION

Thank you for purchasing the Model BE-100HT Headset Telephone. The BE-100HT is a full featured compact telephone, designed to provide hands-free operation using a comfortable lightweight headset. You will experience a greater level of comfort and convenience with the BE-100HT Headset Telephone than when using a standard telephone handset for communications and at the same time keep your hands free to perform other functions.

Features include:

- Adjustable microphone boom.
- HOLD button.
- Last number REDIAL button.
- FLASH button.
- TONE/PULSE dial switch.
- In-Use LED indicator.
- Ringer HI/LOW switch.
- Slide volume control.
- Detachable belt clip.
- Nine foot long modular headset cord.
- Seven foot long modular telephone cord.

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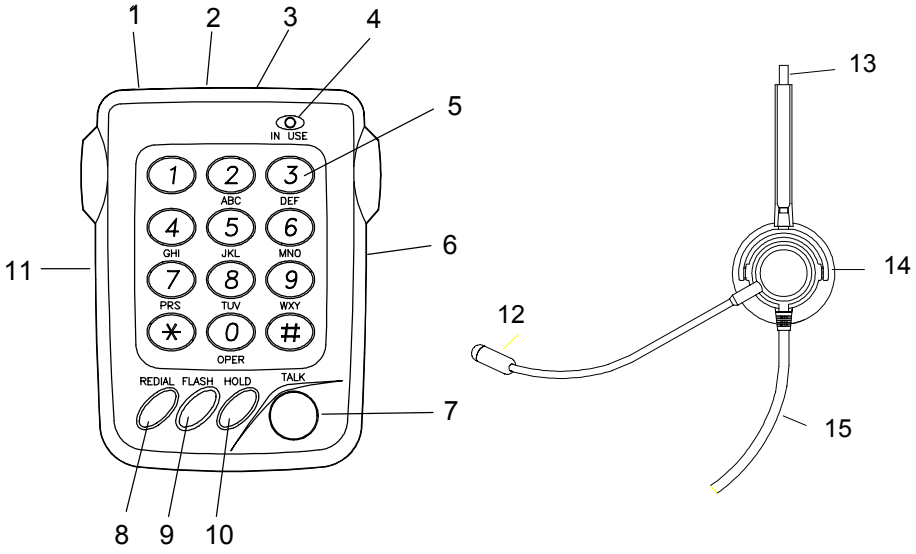
FEATURES AND CONTROLS

Figure 1



1. TELEPHONE LINE JACK	Connects incoming telephone line plug from telephone wall jack.
2. RINGER HI/LOW SWITCH	The HI/LOW switch adjusts the sound level of the ringer.
3. TONE/PULSE SWITCH	Selects either TONE or PULSE dialing.
4. IN-USE LED	The IN-USE LED indicates when phone is off hook.
5. DIALING KEY PAD	The dialing keys are used to dial outgoing calls.
6. VOLUME CONTROL	Adjusts incoming voice sound level.
7. TALK BUTTON	Push the TALK button to get dial tone for outgoing calls, to answer incoming calls, or to hang up.
8. REDIAL BUTTON	Press the REDIAL button to dial the last phone
9. FLASH BUTTON	Press the FLASH button to answer a call waiting, or to obtain dial tone when setting up a conference call.
10. HOLD BUTTON	Press the HOLD button to place a call on hold.
11. HEADSET JACK	Insert the plug from headset cord into this jack.
12. BOOM MIC	Adjustable boom positions microphone for comfort and voice clarity.
13. HEAD BAND	Adjustable head band for comfort.
14. EAR SPEAKER	Adjustable for right or left handed use.
15. HEADSET CORD	Plugs into jack (11) on BE-100HT Telephone.

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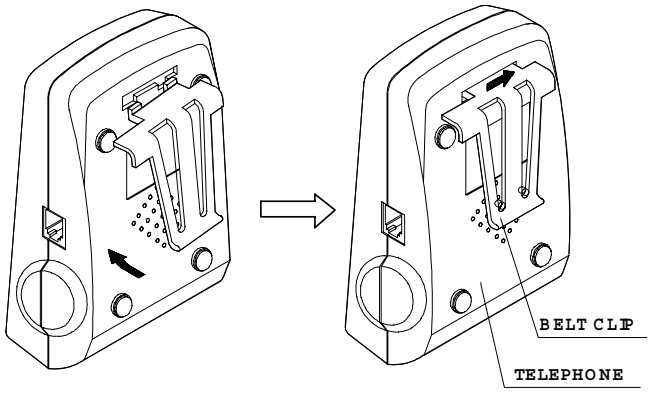
FEATURES AND CONTROLS - continued

Figure 2



An optional belt clip is supplied with your BE-100HT headset telephone. It can be easily installed or removed as required. See Figure 2

1. Insert the belt clip mounting tabs into the corresponding mounting holes located on the rear surface of the BE-100HT.

2. Confirm the belt clip mounting tabs are aligned correctly.

3. Press the belt clip towards the right side of the BE-100HT to lock the belt clip in place.

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INSTALLATION

INSTALLING YOUR HEADSET TELEPHONE

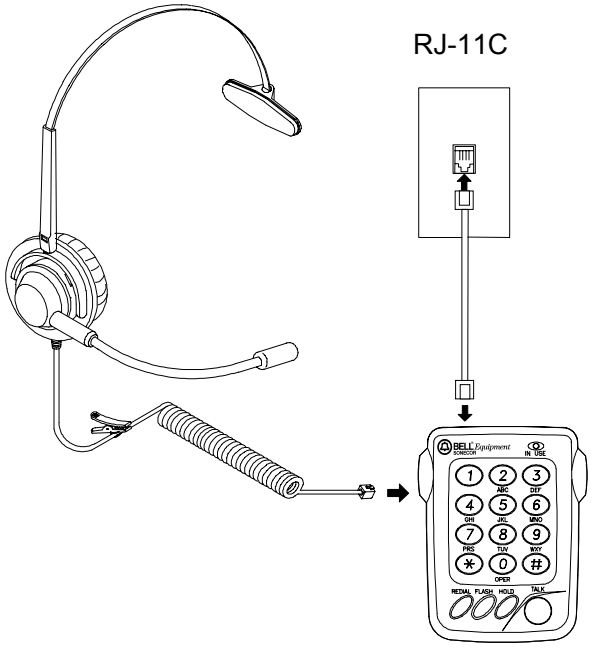
The BE-100HT is a complete telephone and can be used in the same manner as any single line telephone. See Figure 3

1. Insert the plug from the headset cord into the modular jack marked **HEADSET** on the left side of the BE-100HT.

2. Plug one end of the supplied telephone line cord into the modular jack marked **LINE** on the top side of the BE-100HT.

3. Plug the remaining end of the modular telephone line cord into any existing RJ-11C modular wall jack.

Figure 3



IMPORTANT: AFTER INSTALLING YOUR BE-100HT TELEPHONE, IT IS NECESSARY TO WAIT 10 SECONDS FOR IT TO INITIALIZE PRIOR TO USING IT FOR THE FIRST TIME.

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OPERATION

USING THE HEADSET

The BE-100HT is supplied with a high quality microphone to provide clear voice communications. The boom microphone can be swiveled to position so the headset can be used on either ear. See Figure 4

1. Place the headband over your head with the speaker on the ear of your preference.

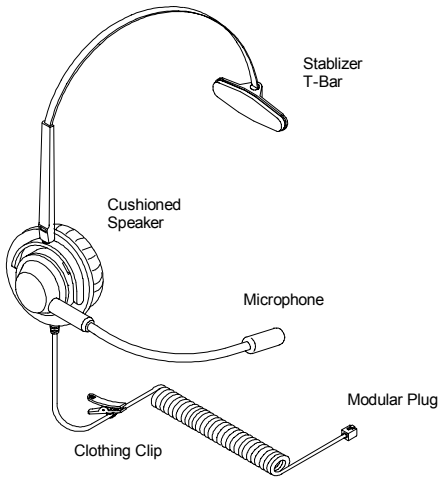
2. With one hand grasp and hold the ear cushion. Carefully pull the boom microphone down and into position so that the microphone is in front or slightly to the side of your mouth.

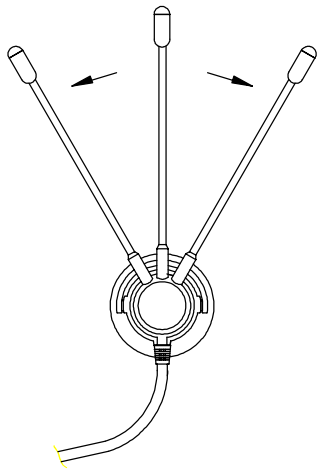
3. The boom that holds the microphone is flexible. It can be bent to position the boom microphone so that it is approximately 1 inch from your mouth.

4. Do not twist the microphone on the end of the boom as this may damage the internal wiring.

5. For your safety, use the clothing clip to secure the cord to your lapel or collar.

Figure 4





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OPERATION - continued

6. Always leave enough slack in the cord so that you can move your head freely.

MAKING OUTGOING CALLS

1. Put on the headset and adjust it for your comfort.

2. Adjust boom microphone so that it is about the width of two fingers from your mouth.

3. Push the **TALK** button (7), you will hear a dial tone in your headset speaker and the **IN USE** LED will light.

4. Adjust the **VOLUME** control to set the dial tone volume to a comfortable sound level.

5. Using the dial pad of your BE-100HT, dial the number you want to call. You will hear the numbers dialing in your headset speaker.

6. When called party answers, talk normally.

7. After completing your conversation, push the **TALK** button (7) to hang up and disconnect the call. The **IN USE** LED will go out.

ANSWERING INCOMING CALLS

1. Put on the BE-100HT headset on your head and adjust it for your comfort.

2. Adjust boom microphone so that it is about the width of two fingers from your mouth.

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OPERATION - continued

3. When you hear an incoming call ringing, push the BE-100HT **TALK** button (7). The BE-100HT telephone will answer the call and the **IN USE** LED will light.

4. Begin speaking normally into the microphone.

5. After completing your conversation, push the **TALK** button (7) to hang up and disconnect the call. The **IN USE** LED will go out.

ADJUSTING THE RINGER VOLUME

The volume of the telephone ringer can be adjusted by moving the ringer switch (2) on the back of the BE-100HT either to the right **LOW** or left **HI**.

TONE/PULSE SWITCH

The BE-100HT can dial outgoing calls using either **TONE** (DTMF) or **PULSE** dialing. In most cases dialing in **TONE** mode is easier and faster.

5. Set the **TONE/PULSE** switch (3) on the back of the BE-100HT to choose the appropriate method of dialing.

2. If your telephone service only supports pulse dialing, you must have this switch in the **PULSE** position.

REDIAL BUTTON

The **REDIAL** button (8) is used to quickly redial the last number that was dialed using the dial pad.

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OPERATION - continued

1. The redial function will dial numbers up to a maximum of 32 digits.

FLASH BUTTON

The **FLASH** button (9) when pressed will create a quick break on the telephone line.

1. The flash button can be used if you have call waiting service to switch between calls (consult your local telephone company for this service).

2. The flash button feature can also be used when the BE-100HT is connected to compatible PBX system (consult your PBX system manual).

HOLD BUTTON

Press the BE-100HT **HOLD** button (10) to place the caller on hold.

2. When a call is placed on hold, the headset microphone is de-activated. Sound will still be heard at a reduced level at the headset receiver when a call is placed on hold.

2. To take the BE-100HT off hold, press the **TALK** button. The headset microphone will be re-activated and you can continue your conversation normally.

3. If you pick up another extension phone on the same line while the BE-100HT is on hold, the BE-100HT will automatically release the hold and you can continue the conversation normally.

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CARE AND MAINTENANCE

Your BE-100HT telephone has been designed to provide years of trouble free service. It is a sensitive electro-mechanical instrument. To assure its longevity, please read the following maintenance instructions.

- Keep the BE-100HT telephone away from heat as high temperatures can shorten the life of the electrical components and distort or melt its plastic parts.

- The unit should be kept free of dust and moisture. If it gets wet, wipe it dry immediately. Liquids can contain minerals that can corrode electronic circuits.

- Handle your BE-100HT gently and carefully. Dropping it can cause serious damage to circuitry, or the plastic case, which may result in causing it to malfunction.

- Do not use any type of chemical or any abrasive powder to clean the cabinet. Wipe it with a soft, clean cloth.

1. If you should have any questions about the operation of your BE-100HT telephone or require service, please call our Service Department. You may call our Service Department at **914-968-2100**, between the hours of **9:00 A.M**. and **4:30 P.M**. eastern time **Monday** through **Friday**. You may also contact TT Systems LLC for technical assistance via our Internet Website: **http://www.ttsystems.com**.

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FCC INFORMATION

This equipment complies with Part 68 of the FCC Rules. On the bottom or back of this equipment is a label that contains, among other information, the FCC Registration Number and Ringer Equivalence Number (REN) for this equipment. Upon request, you must provide this information to your telephone company.

The REN is useful to determine the quantity of devices you may connect to your telephone line and still have all of those devices ring when your telephone number is called. In most, but not all areas, the sum of the REN's of all devices connected to one line should not exceed five (5).

If your telephone equipment causes harm to the telephone network, the telephone company may discontinue your service temporarily. If possible, they will notify you in advance. If advanced notice isn't practical, you will be notified as soon as possible. You will be informed of your right to file a complaint with the FCC.

Your telephone company may make changes in its facilities, equipment, operations or procedures that could affect the proper functioning of your equipment. If they do, you will be notified in advance to give you an opportunity to maintain uninterrupted telephone service.

If you experience trouble with this telephone equipment, disconnect this equipment from the network until the problem has been corrected or until you are sure the equipment is not malfunctioning.

- This equipment may not be used on coin service provided by the telephone company.

- Connection to party lines is subject to state tariffs.

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IMPORTANT SAFETY INFORMATION

When using your telephone, basic safety precautions should always be followed to reduce the risk of fire, electrical shock, and/or injury to persons including the following:

1. Read and understand all instructions.
2. Follow all warnings and instructions marked on the product.
3. Do not use liquid cleaners, or aerosol cleaners. Use a damp cloth for cleaning. If necessary, use a mild soap.
4. Do not use this product near water, for example near a bath tub, wash bowl, kitchen sink, or laundry tub, in a wet basement, or near a swimming pool.
5. Do not place this product on an unstable cart, stand or table. The product may fall, causing serious damage to the product.
6. Do not allow anything to rest on the telephone line cord. Do not locate this product where the cord will be abused by persons walking on it.
7. Never spill liquid of any kind on the product.
8. To reduce the risk of electric shock, do not disassemble this product. If servicing is required, take it to a qualified serviceman.
9. Disconnect this product from the telephone line and refer to qualified service personnel under the following conditions:

a. If liquid has been spilled into the product.
b. If the product has been exposed to rain or water.
c. If the product has been dropped or the cabinet has been damaged.
d. If the product exhibits a distinct change in performance.
e. If the product does not operate normally by following the operating instructions. Adjust only those controls, that are covered by the operating instructions because improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the product to normal operation.

10. Avoid using a telephone (other than a cordless type) during an electrical storm. There may be a remote risk of electrical shock from lightning.
11. Do not use the telephone to report a gas leak in the vicinity of the leak.

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